

**Town of Superior
Planning and Zoning Commission Minutes
Thursday, April 16, 2015 6:00 P.M.
199 N. Lobb, Avenue, Superior, AZ 85173**

Pursuant to A.R.S. 38-431.02, notice is hereby given to the members of the Superior Planning and Zoning Commission and to the public that the Superior Planning and Zoning Commission will hold a Regular Meeting open to the public set forth above.

CALL TO ORDER

Chairman Matt Mashaw called meeting to order at 6:00 pm

PLEDGE OF ALLEGIANCE

Mr. Mashaw led everyone in attendance in the Pledge of Allegiance.

INVOCATION

Commissioner Armitage led everyone in attendance in the Invocation

ROLL CALL

	Chairman	Matt Mashaw
	Vice-Chairman	Joy Eveland
	Commissioner	Bruce Armitage
	Commissioner	Sherry Figdore
	Commissioner	Gina Lopez
Absent:	Commissioner	Sandra Doyle
	Commissioner	James Bordenave

PUBLIC ATTENDANCE

Mark Stevens
Irene Stevens
Darryl Delbridge
Bruce Huffman
Gary Briegel
Barbara Armitage

STAFF ATTENDANCE

Town Manager	Margaret Gaston
Town Staff	Nora Miramon

CONSENT AGENDA

Approval of March 19, 2015, Regular Meeting Minutes

Motion to approve the minutes for the March 19, 2015 meeting made by Vice Chairman Eveland, second by Commissioner Figdore, motion carries 5-0.

NEW BUSINESS:

1. Adjourn Planning & Zoning Commission Meeting; Convene Board of Adjustment

Motion to close the Planning and Zoning meeting and convene for the Board of Adjustment made by Vice Chairman Eveland, second by Commissioner Figdore, motion carries 5-0

2. Public Hearing on Variance No. 2015-01 IS A Request to Permit a Variance from the Front Yard Setback to Permit a Two Room Addition and Expansion of a Porch to an Existing House Located in a Residentially Zoned District.

Presentation of Staff Report Ms. Gaston, Town Manager Variance No. 2015-01 this is a request to reduce the front yard setback from 20 feet to 10 feet for an addition to the house and to 8 feet for a covered porch consistent with existing development in the area on property located at 586 W. Porphyry St. Superior, Arizona. This opened the public hearing on this Variance. Margaret stated we would have to close this hearing before the Board of Adjustments can vote on this item. Chairman Matt Mashaw opened up the Public Hearing.

Mr. Stevens came forward to say he had made some slight revisions to the plans but this would not change the design of the building or affect the setbacks of his property. He had 8 copies of the site plans for the board with slight revisions. Brief discussion took place and audience was asked if anyone had any input or questions.

3. Close Public Hearing Chairman Matt Mashaw

4. Discussion and Possible Approval of Variance 2015-01 is a Request to Permit a Variance from the Front Yard Setback to Permit a Two Room Addition and Expansion of a Porch to an Existing House Located in a Residentially Zoned District.

Motion to approve Variance 2015-01 a Variance from the Front Yard Setback to Permit a two room addition and expansion of a porch to an existing house located in a residentially zoned district made by Vice Chairman Eveland, second by Commissioner Armitage, motion carries 5-0

5 yes

0 nays

2 absent

5. Adjourn Board of Adjustment

Motion to adjourn Board of Adjustment made by Vice Chairman Eveland, second by Commissioner Armitage, motion carries 5-0

6. Reconvene Planning and Zoning Commission

Motion to go back into Planning and Zoning Commission Meeting made by Vice Chairman Eveland, second by Commissioner Armitage, motion carries 5-0

7. Open Public Hearing on Resolution No. 15-03 A Resolution of the Planning and Zoning Commission of the Town of Superior Recommending that the Town Council Amend Ordinance 14-125 (Zoning Ordinance) of the Town Code by Approving Zone Change No. 2015-03.

Staff Report read by Margaret Gaston, Town Manager, The proposal before the Commission is to replace the Zoning Commission with the Town Council as the Board of Adjustments for the Town of Superior. Along with this change, it becomes necessary to amend the variance and appeal procedures to be acted upon by the Board. All of the wording that was struck thru is to be eliminated, all wording in bold italicized print is to be added, and all other wording remains the same. Ms. Gaston went on to read all of the aspects and duties of the Board of Adjustments. Commissioner Armitage wanted to give his opinion and why he felt how he felt. He does not want the change he feels this should be part of the Planning and Zoning Commissioners responsibilities. After brief discussion the public hearing was brought to a close. Ms. Gaston will take all of the comments and questions back to the Town Attorney and to the Zoning Administrator, Grant Anderson (Continued discussion on May 5, 2015)

8. Close Public Hearing Chairman Matt Mashaw closed Public Hearing

- 9. Discussion and Possible Approval of Resolution No. 15-03 A Resolution of the Planning and Zoning Commission of the Town of Superior Recommending that the Town Council Amend Ordinance No. 14-125 (Zoning Ordinance) of the Town Code by Approving Zone Change No. 2015-03**
Motion to table Resolution No. 15-03 and Town Council Amend Ordinance No. 11-125 (Zoning Ordinance) of the Town code Zone Change No. 2015-03 made by Commissioner Armitage, second by Commissioner Figdore, motion carries, 5-0

WORK SESSION – GENERAL DISCUSSION REGARDING ZONING AREAS IN TOWN;
DISCUSSION ONLY – NO ACTION WILL BE TAKEN

Ms. Gaston, Matt had asked for additional discussion and she knew Mr. Tomasello would not be able to be here tonight. Ms. Gaston stated she did not have time to ask the Chamber to attend since they are the ones who want to be involved in what goes on in the Town Center District. Ms. Gaston has provided a colored map of the zoning areas of the Town of Superior. Ms. Gaston also went into the Arizona State Parks and printed out the guidelines on how to go about designating a building or an area Historical and what the requirements are and it is called CHIPO. That is why the owner of the Magma Hotel, Miquel, had to order and spent a lot of money to make sure the windows are the same as they were back in the day the hotel was built.

Chairman Mashaw asked about the General Plan from February 2009 update. Also he asked about the meetings and the agendas for P & Z are they supposed to be on the web site? Ms Gaston said yes they are on the web site.

Commissioner Armitage asked he noticed that there is an ad for an open position on the P & Z Commission Board? Ms. Gaston verified that there are a couple of openings and she had planned on discussing this tonight.

Ms. Gaston, brief discussion regarding the Commission Board terms and how long the terms are for. They discussed each commissioner term limits and whose terms have already expired. Those who have expired if they would like to stay on the Planning and Zoning Commission please submit a letter of interest. The Council will look at the letters of interest and appoint someone at the first Council meeting June 11th. So there is a whole month to get this taken care of. We will have 3 terms that are up. So June 11th will be when the new Commissions will be appointed.

Commissioner Armitage, he wanted to ask when would the board vote for Chairman and Vice Chairman, he is happy with the way it is right now but he feels or there is something that states we have to vote new ones or keep the same ones but he feels this should be done.

Ms. Gaston stated that a good time would be after the Council appoints reinstates the Commissioners in June. Then in the next Planning and Zoning Meeting on June 18th that can be done then. It would be a nice time to get the new members and the new or reappoint a Chairman and Vice Chairman.

Matt had also asked about Pinal Avenue, it is commercial residential which. He heard that a family member is opening up the old bakery again. There is Serna's and also a bed and breakfast so a neighborhood commercial is a good idea and a perfect area. There was a short discussion regarding some markings on the Zoning Map.

CALL TO THE PUBLIC

Gary Briegel-He just had a question; can a property owner put a mobile home on their empty lot? The property next to where I live is empty, now there is a old beat up trailer that someone came and parked it on that lot. Can they just do that? It is a 25 ft trailer that is empty. He does not want this to turn into a dumping ground for other non operation vehicles.

Margaret Gaston-This sounds like it is a code compliance violation. We do have code compliance complaints forms at Town Hall and also at the Police Department. If you fill one of the forms out at Town Hall then we fax the form to the Police Department and they handle it from there.

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Bruce Huffman- He has a piece of property at 250 N. Neary which he has submitted some plans in March and just wanted to know what the process is. He is aware that Mr. Tomasello has been ill and he just wanted to know what the process was. He has called and left several messages and no one has called me back. It is an 18 x 22, you're telling me you have lost my site plan. He will get a copy of the site plan to you but this has been a very frustrating experience.

Ms. Gaston, replied she has not been able to find the site plan for this property. She always forwards everything to Mr. Tomasello and he has told me he does not have any site plans for this property. She has looked and she can't seem to find them. Ms. Gaston apologized for not returning his calls she has gotten the messages and just has not had time and she was out of Town for a few days. Ms. Gaston stated she has been communicating with Mr. Tomasello regarding this and I thought I had sent all of the paper work to him and he is telling me that he is missing the site plans. As soon as I get a copy of the site plans I will make sure to get it to Mr. Tomasello and get going on this project.

ADJOURNMENT

Motion to adjourn meeting was made by Vice Chairman Joy Eveland, second by Gina Lopez, motion carries 5-0
Meeting adjourned at 7:12 pm.

Chairman, Matt Mashaw

Administrator, Lawrence Tomasello

Town Manager, Margaret Gaston